

*Sycamore Creek P.U.D. Homeowners' Association  
Board of Trustees Meeting*

*Minutes of Regular Board Meeting  
October 7, 2003*

The October 2003 regular meeting of the board of trustees opened at 8:30 PM by the President and adjourned at 9:30 PM. The meeting was conducted at the Sycamore Creek Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- Roll Call was taken.
  1. The following members of the board of trustees were present:
    - President William Ziegler
    - Vice President Judith Halsall
    - Treasurer Dana Gang
    - Secretary Bridget Clark
    - Member-at-Large Thong Tran
  2. The following members of the management team were present:
    - Office Manager Clara Fletcher
    - Financial/Legal Manager Robert Halsall
  3. The following owners/renters were present:
    - Rita Ziegler (1466), Sandra Lyon (1464), Sally Miller (1419), Pamela Ashbaugh (1481), Linda Hunt (1449), Larry Alessandro (1483), Adam Ewing (1502), Gary & Sarah Workman (1418), and Ted Murdock (1430)
- President's Opening Remarks: Since this meeting of the BOT followed the Annual Meeting of the Homeowners', there were no opening remarks.
- Reading of the minutes, September 9, 2003. Minutes were read and approved as corrected.
- Reports of Officers of the board:
  1. Treasurer: Deferred to the Management Report
  2. Secretary: Deferred to the Management Report
- Reports of Committees:
  1. Architecture: There were three requests received for architectural changes. A storm door installation by 1457, shrub replacement by 1448 at owner's expense, and replacement skylights at 1483. All requests were approved. Landscape: Lawn repairs were made at 1372 Sanzon.
  2. Newsletter: The Winter newsletter is expected to be distributed in December, prior to Christmas.
  3. Pool: Steve Helsinger has winterized the pool and further identified the need for concrete repairs to the pool apron. Painting of the pool is also identified for next spring.
  4. Parking: Nothing was towed this past month, however a couple of warnings were given.

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5. Social Events: A new social committee was formed consisting of Pam Ashbaugh (1481) and Linda Hunt (1449). A Christmas party will be planned for sometime in December to be announced at a later date.
- Management Report: The management report was provided to the members of the board of trustees and explained.
- Unfinished Business:
  1. Legal Actions:
    - Following are the current legal issues being worked. A complete update of status was not possible, as the association attorney did not return the requested information before this meeting. The following summary was provided:
      - i. Status of court case Nr. 2003CV0233 (Greene County Common Pleas Court) concerning a resident and SCHOA. The Judge returned this action to the Magistrate to prepare the necessary dismissal papers. This case should be closed in the associations favor in the next few days.
      - ii. Sheriff's sale of 1352. The Judge needed further clarification on the bankruptcy issue regarding this unit. Mr. Allbery was directed to contact Mr. McKeown and work this issue.
      - iii. Greene County Property Taxes. This effort is still being worked.
  2. Drainage issues. The contractor completed the work for this year. More areas were identified for future corrective action. The area next to the patio of 1467 was identified as one of those needing repairs. This issue will be addressed at the spring walk-about to place priorities where they belong for next years work.
  3. Vacant Board Position: Dr. Ted Murdock of 1430 Sanzon Drive filled the vacant board position. Dr. Murdock was elected to the board for the 2004/2005 term and appointed by the board to fill the vacant position for the current year.
  4. Step replacement: Further discussion was conducted regarding the expansion of the front steps at homeowner expense. Further costs information is still required. Once all data is know, a letter will be sent to all homeowners advising them of this option.
- New Business:
  1. The proposed management contract for Bob Halsall and Clara Fletcher was approved for the year starting November 1, 2003 and ending October 31, 2004.
- Announcements: There were no additional announcements.
- Homeowner's Concern(s): A suggestion was raised by Dr. Murdock about using self help to accomplish some tasks that can be handled by current residents such as painting of the pool in the spring.
- Adjournment.

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Minutes accepted by the board of trustees at their regular meeting on September 9, 2003.

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William Ziegler  
President